

## **National Roster of Environmental Dispute Resolution and Consensus Building Professionals**

### **Program Overview**

January 2006

The National Roster of Environmental Dispute Resolution and Consensus Building Professionals (“Roster of ECR Practitioners”) is managed by the U.S. Institute for Environmental Conflict Resolution, an independent, impartial federal program established by Congress to assist parties in resolving environmental, natural resource and public lands disputes. The roster was developed, with the support of the Environmental Protection Agency, after three years of gathering input from users, private dispute resolution practitioners, and others. The roster first became operational in February 2000 and the searchable database became directly accessible to the public in October 2004.

### **Purpose of the Roster and the Referral/Advice System**

This system is designed to provide...

- **an efficient, credible and user-friendly source** from which to systematically identify experienced environmental mediators, facilitators, consensus builders, process designers, conflict assessors, system designers, neutral evaluators/fact finders, superfund allocators, regulatory negotiation neutrals.
- **detailed Practitioner Profiles**, as a helpful first step in the process of selecting an appropriate neutral.
- **information and advice about selecting an appropriate neutral and using collaborative processes.**
- **a useful tool for locating appropriate practitioners and a central place from which...**
  - the U.S. Institute can locate practitioners who have experience with environmental issues, particularly to implement the enabling legislation which directs the U.S. Institute to use service providers in the geographic area of the dispute to the maximum extent possible.
  - the U.S. Environmental Protection Agency Conflict Prevention and Dispute Resolution Center, EPA Regional ADR Specialists, the Department of Interior’s Office of Collaborative Action and Dispute Resolution, the DOI Dispute Resolution Council, and the Federal Highway Administration can locate practitioners who have experience with environmental issues.
  - anyone involved in environmental disputes or situations can locate practitioners who have experience with environmental issues.

## **Roster Search and Referral Services are Available to:**

- **Anyone interested in locating ECR practitioners! The roster search became directly accessible to the public in October 2004.** Now anyone interested in locating ECR practitioners can contact the roster manager for a referral or search the roster directly.
- Federal agencies, Tribes, state and local government, environmental/conservation NGOs, industry, academics, general public, and others
- U.S. Institute as a primary source for identifying practitioners when making referrals and when locating neutrals for subcontracting
- EPA Conflict Prevention and Dispute Resolution Center (CPRC), Regional EPA ADR personnel, and the administrators of the EPA prime contract
- DOI Office of Collaborative Action and Dispute Resolution (CADR) and DOI Dispute Resolution Council (IDRC: ADR personnel from various DOI bureaus)
- Roster Members

## **Each Practitioner on the Roster has Experience that Matches These Entry Criteria**

- 1.) Has served as a lead neutral in a collaborative process (e.g., mediation, consensus building, conflict assessment) for at least **200 case hours** in two to ten environmental cases, **and**
- 2.) Has accumulated a total of **60 points across three categories:** additional case experience and complex case experience; experience as a trainer or trainee; and substantive work/volunteer/educational experience in fields related to alternative dispute resolution/environmental conflict resolution, such as law, science, or public administration.

## **The Practitioner Profile Provided to Referral Requestors (and Available by Searching Directly) Includes:**

- contact information, fee structure, and a narrative summary
- descriptions of up to five selected cases
- examples of training courses taken or provided
- a list of the types of issues in which the practitioner has case experience
- areas of the country/foreign countries in which the practitioner has worked
- special capacities (e.g., computer/web support, access to technical experts)
- professional and education experience
- language proficiency information

## **How the Referral, Advice, and Assistance Process Works**

1. **A stakeholder or other interested person contacts the Institute.** The roster manager, Joan Calcagno, gathers information from this person and provides advice to ensure a successful selection process and to identify a specific combination of the **search criteria** collated to best meet the characteristics, criteria, and priorities most likely to identify appropriate practitioners. She also provides advice about the proper use of the Profile as a first step only and the process of working with other participants in selecting an appropriate neutral.

2. **The roster manager selects from the available search criteria:**

- The practitioner's location
- The type of services needed (mediation, facilitation, consensus building/policy dialogues, regulatory negotiations, superfund allocation, neutral evaluation/fact finding, conflict assessment/process design, dispute system design)
- The type of case experience the practitioner has (from a list of 40 environmental issues)
- The scale of the case/controversy (local/community; state/regional; national; international)
- The geographic areas in which the practitioner has worked (from 13 geographic areas, including foreign countries)
- Special expertise: as a trainer, with complex cases with more than 10 parties, language skills, other project needs (e.g., logistical support for complex cases, language translation or interpretation; information management/computer support)
- Education and professional experience (from a list of 18 subject areas)

3. **The search is run in different combinations** and narrowed or expanded depending on the number of practitioners from the initial search results and the purpose of the search.

4. **The roster manager reviews the Profiles** of the practitioners who meet the selected search criteria, sometimes has follow-up contact with the requestor, and prints Practitioner Profiles for those that are a best match.

5. **The requestor is sent** an explanatory cover **letter**, the selected **Profiles**, and **two information pieces** (one explaining the search results and one providing guidance on the process of selecting a neutral). Contacts for other existing programs and networks of environmental practitioners are also provided, where available and helpful.

## Searches/Referrals

**February 2000 through December 2005, direct and referral searches total 597**

### Direct online searches total 342

Direct online searchers	First registered	Number of searches
EPA	February 2000	110
DOI	November 2002	15
Roster Members	September 2003	65
<i>Additional Federal and Tribes</i>	October 2004	
DOD/Air Force/Navy/Marine Corps		9
Federal Highway Administration/Dept. of Transportation		7
BLM, DOE, FMCS, NRC, USFWS		6
Forest Service		6
National Park Service		5
Department of Justice		4
Tribes		3
<i>Additional Non-Federal</i>	October 2004	
Academics		32
Industry/corporate		17
State and local government		16

	Number of searches
<i>Additional Non-Federal searchers (cont'd)</i>	
Environmental/Conservation NGOs	10
Public	9
Practitioners (non-roster mediators, etc.)	8
NGOs (other than environmental/conservation)	7
Others (e.g., a foundation, territorial government, other ADR program administrators)	13

## USIECR searches/referral requests total 255

A **referral means** that a member's Practitioner Profile/information was provided through the roster manager to a U.S. Institute program manager (internal referral requests) or a requestor outside the U.S. Institute (external referral requests).

Referrals to	Total
U.S. Institute Program Managers (searches for <i>internal</i> referral requests)	73
Others through the Roster Manager (searches for <i>external</i> referral requests)	182

## The USIECR searches for internal requests were associated with cases/projects initiated by:

Federal Government	65	State Entities	3
Regional Forums/Entities	4	Tribes	1

## The USIECR searches for external referrals were requested by people connected with:

Fed Gov/Entities/Contractors	82	Academic/Academic Centers	6
State Gov/Entities/Contractors	19	Env/Conservation NGOs	8
Roster Members/Other Practitioners;		Tribes/Tribal Attnys	7
Other Rosters; Tech Firms for		International Organizations:	2
RFQ Teams	24	Private Citizens/Citizen Attnys	3
Corporate/Corp Attnys/Industry	20	Regional Forums/Entities	3
Local Gov/Entities/Contractors	8		

## The USIECR searches for internal and external referral requests are associated with cases/projects and other opportunities taking place in:

(Some projects involve more than one state; each state is included in the chart.)

Alabama	3	Indiana	1	Nebraska	3	South Dakota	2
Alaska	2	Iowa	1	Nevada	1	Tennessee	2
Arizona	36	Kansas	2	New Hampshire	1	Texas	8
Arkansas	2	Kentucky	1	New Jersey	1	Utah	9
California	29	Louisiana	2	New Mexico	6	Vermont	2
Colorado	15	Maine	3	New York	5	Virginia	2
Connecticut	1	Maryland	4	North Carolina	2	Washington	15
Delaware	2	Massachusetts	5	Ohio	4	West Virginia	1
D.C.	15	Michigan	2	Oklahoma	5	Wisconsin	2
Florida	6	Minnesota	3	Oregon	18	Wyoming	5
Georgia	2	Mississippi	1	Pennsylvania	2	National	10
Hawaii	2	Missouri	3	Puerto Rico	1	BC, Canada	1
Idaho	11	Montana	4	South Carolina	2	Other country	3

## Roster Membership Statistics/Information

Current roster members	257
Applicants declined	53
Average environmental/public policy case experience	30 cases
States with at least one listing (including D.C.)	41
Canadian provinces with at least one listing	2

### Number of Roster Members in Each State/Province

Alaska	2	Indiana	1	New Jersey	1	Texas	4
Arizona	9	Kansas	2	New Mexico	7	Utah	4
California	30	Maine	9	New York	6	Vermont	3
Colorado	30	Maryland	5	North Carolina	6	Virginia	12
Connecticut	1	Massachusetts	13	Ohio	4	Washington	19
D.C.	14	Michigan	5	Oklahoma	1	West Virginia	2
Florida	10	Minnesota	1	Oregon	19	Wisconsin	2
Georgia	2	Missouri	5	Pennsylvania	3	Wyoming	3
Hawaii	1	Montana	4	Rhode Island	1		
Idaho	4	Nevada	2	South Dakota	2	BC, Canada	1
Illinois	2	New Hampshire	1	Tennessee	2	ON, Canada	2

## Online/Direct Search Activity and Referral Information

### Online/Direct Search Activity since October 2004, when the roster became publicly searchable:

- Each roster member's name/contact info appeared in a search results list an average of **60 times**.
- Each roster member's Profile has been reviewed on line an average of **5 times**.

### Referrals through the roster manager from February 2000 through December 2005:

- **3, 996** Profiles have been provided by the roster manager to internal and external requestors.
- Each roster member has been referred an average of **14 times**. Roster members who were members at the end of February 2000 have each been referred an average of **21 times**.

## Current Recruitment Activities

We are now recruiting with a focus on diversity in backgrounds and professional services and for geographic balance, particularly in those states in which currently there are no roster members: Alabama, Arkansas, Delaware, Iowa, Kentucky, Louisiana, Mississippi, Nebraska, North Dakota, South Carolina.

## Application Information

**How to submit:** A roster application can be completed and submitted **online from the U.S. Institute's web site: [www.ecr.gov](http://www.ecr.gov)**. Click the roster link. Review the right-hand navigation bar for important information and next steps. Online applications are encouraged. Hard-copy applications are available for those without web access. The application process is ongoing and continuous.

**Working from a downloadable paper version:** You can print a “non-submittable” version from the "Welcome..." page (the first page after you log in). You can download Acrobat Reader from this same page, if needed. Print out the Instructions and the Glossary also. You can use these materials to fill in information and perhaps your support person can do the actual online work.

**It is important to review the entry criteria and read all the instructions and the definitions in the glossary before you submit.** The Entry Criteria (with key definitions) are available from the roster main page. The complete Glossary and Instructions are accessible as a whole, once you have logged in to the application system, by clicking on the item in the right hand navigation bar on the “Welcome...” page or at the top of any application page. They each can be viewed as a whole in a window. You can print them by using the print function by clicking the right hand button on your mouse and using the drop down menu.

### Available from the Website: [WWW.ECR.GOV](http://WWW.ECR.GOV) (Click The Roster Link)

- **Choosing An Appropriate Neutral** (guidance for the process of selecting a neutral)
- **Frequently Asked Questions About Roster Search Results** (information about the search and the process for getting to the roster members referred)
- **Background** on the development of the roster
- Details regarding the **Entry Criteria**
- The roster **Application**

### Questions, comments, referral requests?

#### Contact

Joan Calcagno, Senior Program Manager  
U.S. Institute for Environmental Conflict Resolution  
[roster@ecr.gov](mailto:roster@ecr.gov)  
520-670-5299 Ext. 19  
130 South Scott Ave.  
Tucson, Arizona 85701